

CRPD Standard Notes

For Private and Capital Improvement Project Construction Drawings



THE CITY OF
COLUMBUS
ANDREW J. GINTHER, MAYOR

RECREATION AND PARKS
DEPARTMENT

The most common CRPD standard notes are below along with parameters that define when the note is required. Please contact Don Evans at 614-724-1553 or DEEvans@columbus.gov if you have any further questions:

Columbus Recreation and Parks Department Standard Plan Note

Prior to submission of Final Site Compliance Plan, any entity requesting non-park use/development must submit a Non-Park Use of Parkland (NPUP) Application to Columbus Recreation & Parks Department (CRPD) at CRPD_NPUP@columbus.gov. If the NPUP is approved, CRPD will issue a permit to enter CRPD property. The NPUP application must be reviewed and approved with permit issued before any activity can be performed on parkland. The Contractor shall contact the NPUP point of contact thirty (30) calendar days prior to any work on or near CRPD property. The Contractor shall submit a work schedule and coordinate access with CRPD Inspector prior to any work on or near CRPD property. Scheduled events by CRPD shall take precedence over the Contractor's work schedule, and the Contractor shall adjust work schedule as necessary to accommodate CRPD events. The Contractor shall not enter into a CRPD property nor stage/store any materials/equipment outside their work limits on CRPD property without a permit issued by CRPD. The permit must be posted onsite at all times. Any and all CRPD park areas disturbed by the Contractor during the course of their work activities shall be restored to conditions that meet or exceed existing conditions within the time frames noted in the approved schedule and shall be to the satisfaction of CRPD that meet standards and specifications. Unless specific permissions are granted by CRPD, access to, from, on, over, under, through, or across CRPD property is not granted or implied. Failure to have a permit in place that is consistent with CRPD NPUP Policy will result in delay of final site compliance approval signature by Recreation & Parks/City Forester.

➔ ***When to include Columbus Recreation and Parks Department Standard Plan Note:***

- *Project work is within or adjacent to CRPD property*
- *Project work will disrupt normal park activities or CRPD special events*

➔ ***Non-Park Use of Parkland (NPUP) Policy and Application can be found at:***

<https://www.columbus.gov/recreationandparks/Design-and-Construction/>

V.7-11/2023



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Columbus Recreation and Parks Department Greenway Trail Note

All activities that may be adjacent to, may potentially disturb a Columbus Recreation & Parks Department (CRPD) trail, and/or have any impacts to normal trail flow require coordination with CRPD Non Park Use Permit group at CRPD_NPUP@columbus.gov thirty (30) calendar days prior to any work commencing for onsite coordination, onsite meeting, signage, traffic control detour plan, restoration plan, disturbance and/or clearing limit review. Access or use of Greenway trails for any non-park use is not granted or implied unless specific permissions are granted in writing from CRPD. The Contractor shall submit a vehicle/equipment traffic plan including identification numbers, type of vehicle/equipment, and weight of vehicle/equipment to be used prior to the start of work. Only vehicles/equipment approved by CRPD in writing shall be permitted on the trail. Additionally, existing trail conditions must be documented through pictures or video before work begins. If the trail is damaged by Contractor use, the Contractor must repair the trail back to conditions that meet or exceed existing conditions.

➔ ***When to include Columbus Recreation and Parks Department Greenway Trail Note***

- *Project work is within, adjacent to, or impacts a greenway or connector trail*
- *Project work will disrupt typical trail traffic*

Indiana Bat Habitat Protection Note

For any trees designated for removal that may be potential bat habitat areas, removal shall only occur from October 1st to March 31st. If the contractor prefers to remove the trees outside of this time frame, a survey must be conducted according to the United States Fish and Wildlife Services and by a biologist with all required federal and/or state collection permits to determine the presence of any Indiana Bats. The data collected during the survey must be provided to the City Forestry Section at forestry@columbus.gov according to the conditions of the permit and any regulatory authority requirements. If no bats are present the tree shall be removed within 24 hours of the survey being conducted. If bats are found to be present, then tree shall remain and a protection and enhancement plan will be required.

➔ ***When to include Indiana Bat Habitat Protection Note:***

- *Project work includes the removal of any privately or publicly owned dead and alive trees*

V.7-11/2023



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Public Tree Preservation Note

All public trees and the ground below their respective drip lines, whether shown or not shown on the plans, are to be preserved unless approval to remove or prune is given in writing by Columbus Recreation & Parks (CRPD)/City Forester or if the public tree removal has been designated on the approved Final Site Compliance Plan. Trees approved for removal by CRPD/City Forester shall be paid for under CMSC item 201, clearing and grubbing, unless otherwise provided for by unit price bid under item 201. The Contractor shall protect trees near or adjacent to the work area to avoid damage to all trees that are to remain. All trees removed shall include stump removal to eighteen (18) inches below grade. All clearing and grubbing performed on CRPD property, Right-of-Way, or any City of Columbus property shall be removed and disposed of by the Contractor. Heavy equipment will not be allowed to compact the soil over the root zone of existing public trees. Restricted equipment access routes shall be coordinated with CRPD Forestry at forestry@columbus.gov before work begins. Temporary paving materials, such as plywood, lumber or rubber matting, spread over the root zone of public trees may be required to prevent compaction. If a public tree needs to be removed, the Contractor shall provide a tree mitigation plan to the City Forestry Section at forestry@columbus.gov and refer to the CRPD Tree Mitigation Plan Guidance, ANSI A300 and/or City of Columbus Executive Order 2015-01 for tree replacement standards.

➔ **When to include Public Tree Preservation Note:**

- *Project includes public and private trees within or adjacent to construction limits*
- *Project is located on City right of way or City property*

Public Tree Protection Note

A tree protection plan with a drawing of any work located within the drip line of a public tree shall be included in the approved Final Site Compliance Plan (FSCP). Refer to CRPD Standard Drawing for Tree Protection. Construction materials, excavation debris, fuel, equipment, or vehicles are not to be stockpiled, stored, dumped, or parked within the drip line of public trees. All trees must be protected against injury or damage to branches, trunks, or roots from construction and excavation, as described in the “Best Management Practices – Managing Trees during Construction” a companion publication to ANSI A300 Part 5. If there is a question whether a tree or not needs to be protected, the Contractor must contact the City Forestry Section at forestry@columbus.gov. Failure to contact the City Forestry representative in advance of construction will result in the Contractor reimbursing City Forestry for the cost of any and all damage as determined by the current ANSI A300/City of Columbus Executive Order 2015-01 for tree protection and replacement.

➔ **When to include Public Tree Protection Note:**

- *Project includes public and private trees within construction limits*
- *Project is located on City right of way or City property*

V.7-11/2023



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Parkland Dedication Ordinance

The Parkland Dedication Ordinance (City Code §3318) ensures that public parkland and open space is adequate, and that development interests are treated equitably throughout the rezoning process. This goal helps the City meet its goal with providing 5.5 acres of appropriate public parkland/open space for every 1,000 residents.

- Triggers for a PDO:
 - Site is over one acre in size and has been rezoned AND/OR
 - The zoning of the site changes (the only exception is Residential (R) zone to a Residential (R) zone with no increase in population density)
- PDO Payment:
 - For all commercial, industrial, and nonresidential institutional and ARO development, a fee shall be assessed of \$400.00 per acre of land rezoned, or fraction thereof. Payment shall be made at the time of final plan approval. (Ord. 1985-98 § 1 (part).)

Example of rezoning 100 acres of residential (R) to commercial (C):

$$100 \text{ acre} * \frac{\$400}{\text{acre}} = \$40,000.00 \text{ owed for the PDO}$$

- Re-zoning for single and multi-family projects use a different payment calculation to account for 5.5 acres of appropriate public parkland/open space for every 1,000 residents. It is assumed that there are 2.13 residents per unit. For the purpose of this Parkland Dedication requirement, Hotels, Extended Stay, shall be subject to the same requirements as a multi-unit residential use. (Ord. No. 2342-2013, § 2, 3-3-2014)

Payment equation for multi-family units where:

A = number of housing units on rezoned property

B = Credit from exemption (if applicable)

C = PDO Payment due

$$\left(A \text{ units} * 2.13 \frac{\text{residents}}{\text{unit}} * 5.5 \text{ acres} * \frac{1}{1000 \text{ residents}} * \frac{\$75,000}{\text{acre}} \right) - \$B = \$C \text{ due}$$

Payment equation for single family units where:

A = number of housing units on rezoned property

B = Credit from exemption (if applicable)

C = PDO Payment due

$$\left(A \text{ units} * 2.40 \frac{\text{residents}}{\text{unit}} * 5.5 \text{ acres} * \frac{1}{1000 \text{ residents}} * \frac{\$75,000}{\text{acre}} \right) - \$B = \$C \text{ due}$$

V.7-11/2023



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Example of rezoning single family residential (R) property to a multi-family residential with 400 units (RA). CRPD provided a 25 percent credit due to the developer including a 2 mile walking loop.

$$400 \text{ units} * 2.13 \frac{\text{residents}}{\text{unit}} * 5.5 \text{ acres} * \frac{1}{1000 \text{ residents}} * \frac{\$75,000}{\text{acre}} = \$351,450.00$$

$$\text{Credit} = 0.25 * \$351,450.00 = \$87,862.00$$

$$\text{PDO due} = \$351,450.00 - \$87,862.00 = \$263,588.00$$

- PDO Directions for Payment
 - Checks for the PDO shall be sent to:
BZS (Site Engineering)
111 N. Front Street, Columbus, Ohio, 43215
Attention: Don Evans/Andy Beard
 - Checks shall be made payable to City of Columbus Treasurer
- PDO Exemptions
 - Recreation Credit/Exemptions shall be reviewed on a case-by –base by the Recreation and Parks Commission or its designee. Credit may be given for private outdoor recreational facilities provided in residential developments. The maximum credit is 50 percent of the required land dedication.
 - What qualifies for a recreation exemption?
 - Pool
 - Fitness Center
 - Playground
 - Loop walk (6' minimum width)
 - Sport courts, including but not limited to basketball, tennis, and pickleball courts.
 - What doesn't qualify as recreation area?
 - Patios
 - Sidewalks
 - Storm Retention Ponds
 - Club House
 - Community Garden
 - Dog Parks
 - Open Space or undevelopable floodplain.
 - PDO recreation exemptions may be granted for developments up to 199 units. PDO recreation exemption criteria is reevaluated for developments with 200 or greater units. Recreation credit for both scenarios shall be reviewed on a case-by-case basis by the recreation and parks commission or its designee.

V.7-11/2023



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# of Units	Min. # of Recreation Elements needed for 25% Credit	Min. # Recreation Elements needed for 50% Credit
1 - 199	1	2
200 - 299	2	3
300 - 399	3	4
400 – 499	4	5

- PDO Land Dedication in Lieu of Payment
 - Land may be dedicated in lieu of fees. Land dedication shall be reviewed on a case-by-case basis by the Recreation and Parks Commission or its designee. If a land donation is made, then land to be dedicated for public parkland/open space shall be identified on a preliminary survey or site plan and deeded to the city at the time of final zoning clearance or plat approval.
 - The Recreation and Parks Commission or its designee shall deem the dedicated land to be appropriate only if the proposed dedicated land is suitable for public parkland/open space.
- Link to PDO
https://library.municode.com/oh/columbus/codes/code_of_ordinances?nodeId=TIT33ZOCO_CH331_8PADE

V.7-11/2023

